



P. O. Box 95  
San Andreas, CA 95249  
(209) 754-4468 Phone  
(209) 754-2537 Fax

**Special Meeting of the Board of Directors  
Wednesday July 31, 2019  
7:30 am  
Mark Twain Medical Center Classroom 2  
768 Mountain Ranch Rd,  
San Andreas, CA**

## **Agenda**

### Mark Twain Health Care District Mission Statement

“Through community collaboration, we serve as the stewards of a community health system that ensures our residents have the dignity of access to care that provides high quality, professional and compassionate health care”.

- 1. Call to order:**
- 2. Roll Call:**
- 3. Approval of Agenda: Action**
- 4. Public Comment on matters not listed on the Agenda:**

The purpose of this section of the agenda is to allow comments and input from the public on matters within the jurisdiction of the Mark Twain Health Care District not listed on the Agenda. (The public may also comment on any item listed on the Agenda prior to Board action on such item.) **Limit of 3 minutes per speaker.** The Board appreciates your comments however it will not discuss and cannot act on items not on the agenda.

- 5. Consent Agenda: Public Comment - Action**

All Consent items are considered routine and may be approved by the District Board without any discussion by a single roll-call vote. Any Board Member or member of the public may remove any item from the Consent list. If an item is removed, it will be discussed separately following approval of the remainder of the Consent items.

#### **A. Un-Approved Minutes:**

- Un-Approved Finance Committee Meeting Minutes for June 12, 2019
- Un-Approved Special Finance Committee Meeting Minutes for June 19, 2019
- Un-Approved Special Board Meeting Minutes for June 19, 2019.

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**B. Correspondence:**

- MTMC Foundation-Barger Golf Outing & 3-D Mammography Equip. Thanks (6-25-2019):

**6. MTHCD Reports:**

**A. President’s Report:**.....Ms. Reed

- Association of California Health Care Districts (ACHD):

**B. Community Board Report:**.....Ms. Al-Rafiq

**C. MTMC Board of Directors:**.....Ms. Reed

**D. Chief Executive Officer’s Report:** .....Dr. Smart

- Strategic Plan Matrix (Last Updated 4-24-2019):

**E. Ad Hoc Real Estate:** .....Ms. Reed / Ms. Al-Rafiq

- **Update on the Valley Springs Health & Wellness Center:**.....Dr. Smart

- Construction:.....Dr. Smart

- Project Manager:.....Pat Van Lieshout

- USDA Form 271 July 2019:.....Dr. Smart

- Operations and Development:.....Dr. Smart

- Medicare Contract: Public Comment:

- ✓ **Resolution 2019 – 07** - Public Comment - **Action**

- **Update on Valley Springs Property - Phase II:**.....Ms. Reed / Ms. Al-Rafiq

**F. Stay Vertical Calaveras:**.....Steve Shetzline

**7. Committee Reports:**

**A. Finance Committee:**.....Ms. Atkinson / Ms. Radford

- Financial Statements (June 2019): Public Comment - **Action**.....Ms. Atkinson

- Local Agency Investment Fund (LAIF): .....Dr. Smart

- **Resolution 2019 – 06** - Public Comment - **Action**

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**B. Ad Hoc Lease Review Committee:** .....Ms. Reed / Ms. Atkinson

- Escrow Settlement Statement / Final Accounting – TrueUp.....Dr. Smart

**C. Ad Hoc Policy Committee:** .....Ms. Atkinson / Ms. Al-Rafiq

**D. Personnel Committee:**

**8. VS H&W Center – Draft Policies:** Public Comment - **Action** .....Dr. Smart

Punctuation & Grammar Changes – Please Submit to District Office Staff:

1. DRAFT Policy Development and Review (Revised) 071719
2. DRAFT Fluoride Varnish for Pediatric Patients 070819
3. DRAFT Well Child Examinations
4. DRAFT Emergency Medications and Supplies 072419
5. DRAFT Annual Clinic Evaluation 072419
6. DRAFT Temperature - All Modalities 072419
7. DRAFT Disaster - Fire 072419
8. DRAFT Emergency Situation Unresponsive Patient 111918
9. DRAFT Instrument Cleaning for Sterilization 072419
10. DRAFT Annual Review of Contracts 072419
11. DRAFT Animal Bite Reporting 113018
12. DRAFT Billing Practices
13. DRAFT Cardiopulmonary Resuscitation-Code Blue 111918
14. DRAFT Child Abuse Reporting 113018
15. DRAFT Co-Signature of Mid-Level Practitioner Medical Records 113018
16. DRAFT Communicable Disease Reporting 113018
17. DRAFT Domestic Violence and Suspicious Injury 113018
18. DRAFT Lapses of Consciousness - DMV Reporting 112018
19. DRAFT LVN Scope of Practice
20. DRAFT Medical Director Direction of Practitioners in the Clinic 113018
21. DRAFT Medical Staff Credentialing and Governance 113018
22. DRAFT Billing Personnel - Organization
23. DRAFT Board Conflict of Interest 111218
24. DRAFT Cash Collection Policy
25. DRAFT Codes
26. DRAFT Disaster - Water Contamination 111918
27. DRAFT Employee Health
28. DRAFT Late Arriving Patients 042819
29. DRAFT Mass Casualty Response 111918
30. DRAFT Medical Records Security and Retention 112118
31. DRAFT Mission Statement 110918

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32. DRAFT Narcotic Policy 113018
33. DRAFT Organization of Nursing Personnel
34. DRAFT Patient with Urgent Complaint or Distress 111918
35. DRAFT Sensitive Services 111218
36. DRAFT Standardized Procedure for Visual Acuity Testing 111118
37. DRAFT Motor Vehicle Accident Reporting 113018
38. DRAFT Operation During Internal Disaster 111918
39. DRAFT Patient Medical Record Content 113018
40. DRAFT Peer Review 113018
41. DRAFT Standardized Procedure for Urinalysis 111118
42. DRAFT Storage Handling and Delivery of Medications 113018

**9. Board Comment and Request for Future Agenda Items:**

A. Announcements of Interest to the Board or the Public:

**10. Next Meeting:**

A. The next meeting will be Wed. Aug 28, 2019:

**11. Adjournment: Public Comment - Action**

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Agenda – July 31, 2019 MTHCD Special Board Meeting